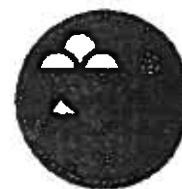




**BILL RICHARDSON**  
Governor

*State of New Mexico*  
**ENVIRONMENT DEPARTMENT**

*Environmental Health Division  
Administrative Office  
525 Camino De Los Marquez, Suite 1  
Santa Fe, New Mexico 87505  
Telephone (505) 476-8600  
Fax (505) 476-8654*



**RON CURRY**  
Secretary

**CINDY PADILLA**  
Deputy Secretary

**ANA\ MARIE ORTIZ**  
Director

January 10, 2007

Mr. Arsenio Trujillo  
44 County Road 113  
Santa Fe, NM 87506

Dear Mr. Trujillo:

The New Mexico Environment Department has placed you on our list of approved liquid waste system inspectors for property transfer inspections. A memorandum that explains qualification requirements is attached for your information.

Sincerely,

Ana Marie Ortiz  
Director  
Environmental Health Division



*State of New Mexico*  
**ENVIRONMENT DEPARTMENT**

*Environmental Health Division*  
525 Camino de los Marquez, Suite 1  
Santa Fe, NM 87505  
(505) 476-8600  
(505) 476-8654 FAX



**Bill Richardson**  
Governor

**Ron Curry**  
Secretary  
**Ana Marie Ortiz**  
Division Director

**Memorandum**

**TO:** Environmental Health Division  
New Mexico Environment Department

**THROUGH:** Dennis McQuillan, Tom Brandt  
New Mexico Environment Department

**FROM:** Ana Marie Ortiz, EHD Director  
New Mexico Environment Department

**DATE:** January 10, 2007

**SUBJECT:** Third Party Inspections Upon Transfer of Property

Section 902.E of 20.7.3 NMAC provides for an inspection prior to the transfers of real property with an on-site wastewater system. EHD allows third party inspectors to perform these transfer inspections provided that the third party inspector completes the appropriate Department form when performing the third party inspections and has the necessary certification or license. The Department recently petitioned the Environmental Improvement Board (EIB) for several regulatory amendments and the EIB approved the proposed amendment to extend the implementation of a Department certification program until July, 2009. Therefore, effective immediately, the Department will accept property transfer inspections from third party inspectors that have one of the following certifications or licenses: New Mexico registered professional engineer, NAWT certification, or contractor with an MM-98, MM-1, MS-01 or MS-03 Construction Industries Division (CID) license that allows for the installation of on-site wastewater systems.

If the Department receives complaints about a third party inspector it will reserve the right to report them to CID or the Attorney General, and suspend them from inspecting under the liquid waste regulations until a full investigation is performed by the Department, the Attorney General or CID.



## Liquid Waste (Septic Tank) Program

### Information for Contractors, Inspectors and Homeowners

Our mission is to protect public health, safety and water quality by ensuring that on-site disposal of household sewage is done safely.



[Apply for a Liquid Waste Permit](#)

- **NEW** The Liquid Waste Program has begun publishing technical information quarterly in the [Septic Underground](#). These documents cover various topics related to the design, permitting and construction of onsite wastewater treatment and dispersal systems. Follow the link above for the latest edition.
- **NEW** In an effort to streamline the permitting process and ensure complete permit applications, NMED has adopted several new forms. In addition to a Liquid Waste Permit Application, applicants must complete and submit an [Application Checklist](#) and a [Site Plan Drawing Checklist](#). These documents will provide applicants with checklists to verify that all the required information is included in their application to avoid delays caused by an incomplete application. A [Variance Submittal Checklist](#) is also required with variance applications.
- If you plan on installing your own septic system, access the [Homeowner Installation Manual](#) for information on installation and permitting. You can also obtain a copy from your local [NMED Field Office](#).
- **NEW** Owners of onsite advanced wastewater treatment systems are required to enter into a maintenance contract for the life of the system. Guidance on maintenance contracts is available from The Consortium of Institutes for Decentralized Wastewater Treatment in their publication [A Homeowner's Guide to Evaluating Service Contracts](#).
- Guidance for homeowners and business owners seeking the services of a licensed contractor can be found on the Construction Industries website at <http://www.rld.state.nm.us/CID/wrkcontractor.htm>.
- Technologies other than conventional septic tanks and drainfields are available for use on difficult sites or where conditions require a higher level of wastewater treatment. A summary of these technologies can be seen in the guidance document [Alternative Technologies to a Conventional Treatment System](#).
- [Drainfield Calculator](#) (You must have Microsoft Excel on your PC to use this drainfield sizing tool. The calculator includes current sizing of proprietary disposal products), [Instructions](#) Current [Sizing of Proprietary Drainfield Products](#).
- [Property Transfer Flow Chart](#) and [Summary of Liquid Waste Regulations](#) for inspectors and homeowners.
- **Property Transfer Inspections** are required under the [Liquid Waste Disposal and Treatment Regulations](#); see Section 20.7.3.902.E. For permitted systems, the [Ownership Transfer Inspection Form](#) must be completed and submitted to the [Local NMED Field Office](#) in your District, for evaluation and acceptance. This form also may serve as the required notice of ATU ownership transfer. NMED will perform inspections on all unpermitted systems. If no permit is found using the [Information Finder for Liquid Waste Permits](#), contact the local NMED office to schedule an inspection.
- If an inspection has been performed on a property within the last 180 days, or the property has been unoccupied, a waiver may be issued; [Ownership Transfer Inspection Waiver Form](#).
- NMED currently recognizes National Association of Wastewater Transporters (NAWT) inspector certification, PE registration, or contractor licenses MM98, MM01, MS03 and MS01 for property transfer inspections of permitted onsite liquid waste systems. For NAWT certification opportunities, go to [NAWT.org](http://NAWT.org) for a listing of upcoming NAWT certification classes around the country.
- **Certified Inspectors.** Inclusion on this list indicates NAWT certification or possession of a proper CID license. The list is not comprehensive. If you are NAWT certified, or a properly licensed contractor, and want to be included on the list of qualified inspectors, or if any of the information on the list is incorrect, please contact the [Liquid Waste Program Engineer](#).
- [Information sheet for installers](#) regarding the new Liquid Waste Regulations



The State of New York has created a website containing extensive information on onsite wastewater systems, including inspection. Click on the following link to visit this website: <http://www.inspect-ny.com/septic/septtext.htm>

Forms: [Unpermitted System Transfer Form - Page 1](#); [Request for Stricter Standards Determination](#); [Notice of ATU Ownership Transfer](#).

*page last updated 05/06/2011*

© 2008 New Mexico Environment Department. All Rights Reserved.